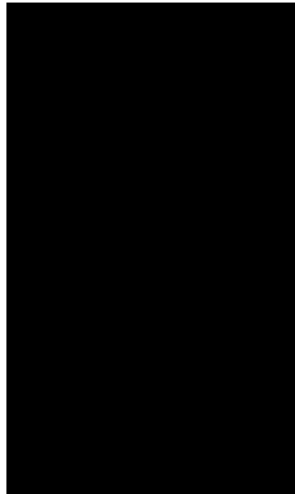


SECRET

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Selected listing of SL Careerists who have completed the Army Installation
Management Course

25X1A9a



1962

1962

1964

1965

1968

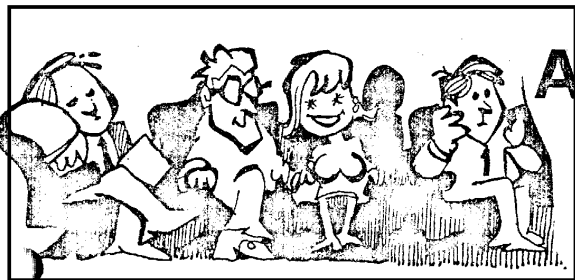
1968

1969

Approved For Release 2001/08/09 : CIA-RDP86-00244R000200300030-9

SECRET

CPYRGHT



A. Description of AIMC

NO. 1B-F1

(3 WEEKS)

CPYRGHT



PURPOSE. The purpose of the Army Installation Management Course, is to provide commissioned officers and civilian employees of the Army with a general knowledge of the techniques, practices, and fundamentals of Army installation management with a view toward improving personal competence and performance in the management of Army resources, minimizing operational costs, and enhancing unit readiness.

SCOPE. The Army Installation Management Course (AIMC) affords an intensive study of the overall management process, focusing on the management of resources, human factors in management, and other related factors and agencies that contribute to the efficient and effective operation of an Army installation. Instruction covers management concepts, philosophy, and practices from both the theoretical and practical viewpoints. Participants examine the organizational structure and functional areas of responsibility within an Army installation, including command, personnel, operations and training, logistics, and comptrollership. They are given opportunity to take an attentive look at computer-based management systems.

Through individual study and interpersonal small-group action, participants can evaluate their own managerial effectiveness and their responsiveness to new environments and challenges. They are encouraged to exercise freedom in thinking and in expressing themselves. To conduce a "free" learning atmosphere, name tags are worn without mention of rank, grade, or agency and civilian attire is prescribed for all.

It is the firm belief of the USAMS faculty that AIMC participants — through their interaction with lecture-conference leaders and with fellow participants — can obtain a realistic view of the complex operation of the Army as a whole and, in so doing, further develop their own skill as managers.



DISTRIBUTION OF SCHEDULED HOURS (By Functional Area)

MANAGEMENT CONCEPTS AND PHILOSOPHY	10
EXECUTIVE SKILLS AND THE ART OF MANAGEMENT	35
ORGANIZATION AND MANAGEMENT OF DEFENSE ACTIVITIES	10
STAFF FUNCTIONS AND PROCEDURES	46
RESOURCE ALLOCATION PROBLEMS	34
ADMINISTRATIVE TIME	10
TOTAL	145

DISTRIBUTION OF SCHEDULED HOURS (By Methodology)

LECTURE/CONFERENCE	30
CASE STUDY	7
PRACTICAL EXERCISE	36
SEMINAR	4
GUEST SPEAKER PRESENTATION	33
TELEVISION	3
INDIVIDUAL STUDY	16
FILM	6
ADMINISTRATIVE TIME	10
TOTAL	145

CURRICULUM

1. Management Concepts and Philosophy

The AIMC keynote speaker is, typically, the dean of a leading school or college of business administration. His address on "The Management Process," together with a faculty lecture/conference presentation covering the functions and concepts of Army management, provides the framework for a more detailed study of management within the Army. Other highlights in this block of instruction are addresses by the commanding general of a large U. S. Army installation and by an official from industry whose responsibilities are comparable in magnitude and scope. Participants thus have the opportunity to compare the personal managerial views of key military and civilian officials. In each case, the speaker conducts an informal question-and-answer period following his presentation.

2. Executive Skills and the Art of Management

Instruction is aimed at providing participants an opportunity to further develop themselves as managers. Through individual study, small group interactions, and classroom participation, personal executive skills are sharpened in many diverse but behavior-related areas such as communications, learning ability, perception, self-analysis, human factors in management, creativity, conference-leading, and problem-solving. To add interest and enhance effectiveness, instructional methods include group discussions, television, case studies, role-playing, conferences, films, and guest speaker lectures.

3. Organization and Management of Defense Activities

The close interrelationships existing between the management of Army installations and that of other Defense agencies and their activities are selectively presented. Subjects include the current status of computer-based management systems now being developed by the Department

of the Army and the Continental Army Command; current planning and decision-making at the OSD and DA levels and the expected impact upon installation operations; the Combat Developments Command's research into how the Army of the future is to be organized and how it will fight; and wholesale and consumer logistical support of Army installations by the Army Materiel Command.

4. Staff Functions and Procedures

Emphasizing Army management doctrine as defined in AR 1-24, "Principles, policies, and concepts developed by experience or theory which represent the best available thought on a subject," instruction seeks to provide a working knowledge of staff functions, activities, and problems in the effective utilization of resources and maintenance of readiness at installation level. Typical subjects for close study and evaluation are labor relations, family housing management, maintenance of facilities, civilian and military personnel and manpower management, programming and budgeting, and unit readiness.

5. Resource Allocation Problems

A comprehensive practical exercise is used to simulate actual conditions encountered in organizing, planning, and preparing the installation program and budget and its subsequent update and review. Appropriate orientation in higher headquarters programming and budgeting procedures and fund allocations is included to round out the instruction. A resource-structured war game gives participants experience in allocating resources through decision-making based on cost effectiveness studies.



(Rev 1 Jun 70)

USAMS COURSE SCHEDULES 1970 - 71

The Bulletin of Courses for 1970-71 will not be available until September 1970. The 1970-71 schedules replace those shown in the 1969-70 Bulletin as follows:

1. Army Installation Management Course (p 23)

Class 1	13 Sep - 2 Oct 70*
Class 2	11 Oct - 30 Oct 70*
Class 3	29 Nov - 18 Dec 70*
Class 4	17 Jan - 5 Feb 71*
Class 5	21 Feb - 12 Mar 71*
Class 6	21 Mar - 9 Apr 71*
Class 7	11 Apr - 30 Apr 71*
(501) Class 8	9 May - 28 May 71*

3. Operations Research/Systems Analysis Course (p 29)

Class 1	12 Jul - 7 Aug 70**
Class 2	13 Sep - 9 Oct 70**
Class 3	18 Oct - 13 Nov 70**
Class 4	22 Nov - 18 Dec 70**
Class 5	3 Jan - 29 Jan 71**
Class 6	7 Feb - 5 Mar 71**
Class 7	14 Mar - 9 Apr 71**
Class 8	25 Apr - 21 May 71**
Class 9	31 May - 25 Jun 71**

2. Defense Family Housing Management Course (p 34)

Class 1	4 Oct - 9 Oct 70*
Class 2	15 Nov - 20 Nov 70*
Class 3	14 Mar - 19 Mar 71*
Class 4	2 May - 7 May 71*

* Participants sign in on Sunday, not later than 1800 hours.

**Report dates apply only to participants requiring billets. Commuters report by 0800 the following day.

For further information call the Registrar on new AUTOVON No. 354-1337
or locally 664-1337
IDS 192-41337